



***Embassy of the United States of America
Consular Section, Immigrant Visa Unit
Bangkok, Thailand***

**APPOINTMENT PACKAGE FOR IMMIGRANT VISA APPLICANTS
(Packet 4)**

Dear Visa Applicant:

The person(s) listed on the attached appointment letter should appear at the U.S. Embassy Bangkok's Consular Section waiting room (located at 95 Wireless Road, Lumpini, Bangkok) on the date and time specified in the appointment letter. If any of the person(s) listed on the attached letter cannot come to the appointment, please inform this office as soon as possible. In order to prepare for your interview, please follow the attached instructions.

FIRST: Undergo certain **medical examinations**. *Instructions for Medical Examination* are attached.

SECOND: THE DAY OF YOUR APPOINTMENT

ARRIVE ON TIME

- Bring your interview letter to your appointment (if available).
- If you learned your appointment date from our website http://bangkok.usembassy.gov/immigrant_visas.html and do not have your interview letter, you should come to the Consular Section waiting room on the day of your scheduled appointment. You will be allowed to enter **only** on your scheduled appointment date.
- Make sure that everyone listed on the appointment letter brings all required documents not submitted earlier to the appointment. Arrange documents in the exact order found on the *List of Documents* below.
- You are responsible for all information provided in your application. All information is subject to verification.
- The visa interview process may take several hours. Please be prepared to clear your schedule and have breakfast before arriving at the Embassy.
- If the Consular Officer requests additional information or documents, you will need to bring them in on another specified date and time which will be provided to you after the interview.

CHILDREN UNDER 14 YEARS OF AGE

- If possible, a parent or legal guardian should attend the immigrant or K visa interview for children under 14 years of age. If a parent or legal guardian cannot attend the interview, another adult may bring a **notarized letter** from the parent or legal guardian authorizing him/her to be the parent's representative.

WAIT UNTIL YOU RECEIVE YOUR VISA TO MAKE TRAVEL PLANS

No assurance can be given in advance that a visa will be issued. Your case will be carefully reviewed by the Consular Officer to determine your eligibility based on U.S. immigration law. **You are advised not to make any travel arrangements, such as giving up your job, selling property, or buying plane tickets until you have physically received your visa. Immigrant visas are valid for six months and are good for one entry into the United States.**

VISA PICK UP

If approved, your visa will normally be available for pick up at the Consular Section waiting room in two business days.

WARNING:

The Consular Section does not endorse or have a "special relationship" with any individual or business that offers advice or assistance with the visa process. No one can guarantee the issuance of a visa to you. All U.S. government forms are free. Beware: many visa applicants lose money or are permanently barred from the United States as a result of misleading information and fraudulent applications provided by visa consultants.

Any document or information presented in connection with your immigrant or K visa application may be investigated by our Fraud Prevention Unit. **Any attempt to misrepresent a material fact to the Consular Officer may make you permanently ineligible to obtain a visa.**

By law, an immigrant or K visa petitioner may be imprisoned for not more than five years or fined up to \$250,000, or both, for entering into a marriage contract for the purpose of evading any provision of the immigration laws. In addition, a petitioner may be fined up to \$10,000 and imprisoned for up to five years, or both, for knowingly and willfully falsifying or concealing a material fact or using any false document in submitting a petition.

Inquiries can be made via: visasbkk@state.gov

ENCLOSURES:

Appointment Letter
List of Documents
Instructions for Medical Examination

LIST OF DOCUMENTS

Original documents not submitted earlier MUST be presented at the interview. You do NOT have to provide duplicate copies or original of documents that you have already submitted to the IV Unit at an earlier stage. You need to provide updates of some documents which can be expired over time.

Medical examination and Thai police certificate are normally valid for one year. Please provide new documents if the current ones have expired.

We can return most original documents that you also provide or have provided photocopies.

All documents not in English or Thai must be accompanied by certified English translations.

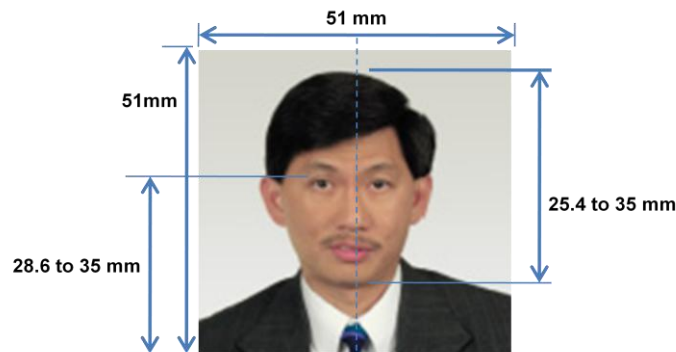
- ❑ **PASSPORT:** The passport must be valid for travel to the United States and have at least six (6) months of validity beyond the visa issuance date. An immigrant visa is issued in the same name which appears on the applicant's passport. If you have changed your name due to marriage and would like the visa to reflect the change, your passport must first be amended to include the new name but it is not required that you change your name. Your passport must also show your correct date and place of birth as indicated on your civil documents. Any discrepancies should be corrected by the relevant authorities prior to your interview.
- ❑ **PREVIOUS PASSPORT(S):** Applicants who have traveled to the United States should also present all previous passports.
- ❑ **BIRTH CERTIFICATES:** The birth certificate must contain the seal or signature of the official custodian to the record or show that it is an extract from an official record. If you or any children were adopted, you must also submit the final adoption decree. You must also submit birth certificates for all unmarried children under age 21, even if they are not applying for a visa.
 - **Siblings (F4s):** Must present birth certificates of both your petitioning sibling and yourself
 - **Parents (IR5s):** Must also present birth certificate of your petitioning child
- ❑ **UNOBTAINABLE BIRTH CERTIFICATES:** If an official birth certificate is not obtainable, present the best possible secondary evidence, such as a family register along with an ID card, a baptismal certificate, hospital certificate, school records, and/or a notarized affidavit from your parents.
 - **Family-based Case:** DNA testing may be required if you could not provide valid birth certificates to establish your bona fide relationship with your petitioning relative.
- ❑ **NAME CHANGE CERTIFICATE(S):** Required if you, the Petitioner, your parents or your children have changed their first name or last name any time. Name change certificates are required for ALL name changes, if the name has been changed more than once.
- ❑ **MARRIAGE CERTIFICATES:** Both Petitioner and Beneficiary must present all of their civil marriage certificates if available.
- ❑ **TERMINATION OF PREVIOUS MARRIAGES:** If either Petitioner or Beneficiary was previously married, please provide proof of termination of that marriage (e.g. death certificate of spouse, final divorce decree or annulment).

- **Stepchildren cases:** Your biological parent and the petitioner must present all marriage certificates and proof of the termination of any previous marriages.
- ❑ **OFFICIAL GRANT OF PERMANENT CUSTODY FOR MINOR CHILDREN:** Please bring an official grant of permanent custody of each child, if you have minor children who will accompany you. Evidence of permanent custody is also needed at the time of child's application if the child follows to live with the parent in the United States. This statement must be issued by a legal authority (Amphur or Court).
- In case of child born in a wedlock, please submit
 - Divorce registration certificate containing a permanent legal grant of child custody to the traveling parent, **or**
 - An official statement issued by a legal authority (Amphur or Court) from the other parent granting **permanent** custody for each child to emigrate to and live permanently in the US with the traveling parent.
 - In case of child born out of wedlock to the traveling mother, the mother's official verification proof of custody (different form from the marital status certificate) verifying that the child was born from an unregistered marriage and the child's father has not legitimated the child should be submitted. The sample custody certificate can be downloaded from http://bangkok.usembassy.gov/immigrant_visas/custody_cert.html.
 - If the father has legitimated your child, an official statement granting permanent custody for each child to emigrate to and live permanently with you in the US is also needed.
 - In case of child born out of wedlock to the traveling father, the official registration of legitimate child along with evidence of father-child relationship over time must be submitted.
- ❑ **IMMIGRATION RECORDS:** Applicants who have been denied admission to the United States, requested extensions, changed status, applied for asylum, been deported, or granted voluntary departure from the United States must bring all relevant documents from the Department of Homeland Security.
- ❑ **APPLICATION FORM [DS-230](#), PART 1 and 2:** Downloadable from <http://www.state.gov/m/a/dir/forms/>
- ❑ **PHOTOGRAPHS:** Two (2) COLOR frontal view photographs for **each** applicant.

Photographs must meet the following requirements:

- Photos must be 2 x 2 inches (50 x 50 mm)
- Color photograph
- White background
- No borders
- Applicant must face the camera directly
- Applicant's face must cover at least 50% of the area of the photo.
- Both ears must be visible.
- No earrings.
- No head covering.
- Photo must be recent (taken no more than six months ago).
- Print name of applicant on the back of the photo

Actual Size



❑ **EVIDENCE OF FINANCIAL SUPPORT:** Your Petitioner should present evidence that neither you nor your children (if applicable) will become a public charge in the United States. A Form I-864 (Affidavit of Support) signed by Petitioner for each traveling applicant can be submitted with a copy of Petitioner's proof of US citizen or legal permanent resident status in the US, an employment letter and a copy of Petitioner's tax return (Form 1040) for the most recent tax year. Sponsors' income must meet the [poverty guidelines](#) at the time of Affidavit of Support filing.

- Form [I-864](#) is downloadable from <http://www.uscis.gov> (Immigration Forms)
- If your petitioner has submitted a Form I-864 to the NVC, only new evidence of updated income and/or tax return should be submitted.
- **Note for Petitioners who Reside Abroad:** In order to qualify as a sponsor, you must meet the domicile requirement. This means that you must show that you have maintained a residence within the USA or taken steps to reestablish your residence in the USA. Please see the embassy website http://bangkok.usembassy.gov/immigrant_visas/domicile.html for more details.
- **E visa applicants (work-based)** should submit a notarized employment offer letter on the employer's letterhead stationery. A Form I-134 from the petitioner or a friend in the US may also be submitted to overcome public charge. However, when the petitioner is a business entity, a U.S. citizen or lawful permanent resident (LPR) relative who has a significant ownership interest in the petitioning entity, the petitioner must submit a Form I-864, not I-134. The principle applicant should also sign a Form I-134 for each dependent applicant.
- **Diversity Visa applicants** are encouraged to submit a Form I-134 from a friend or family member in the US.
- Form [I-134](#) is downloadable from <http://www.uscis.gov> (Immigration Forms)

❑ **POLICE RECORDS:** Each applicant aged 16 years or over is required to submit a certificate from the appropriate judicial or police authorities from the country of the applicant's nationality or current residence. *Instruction for Thai Police Clearance Certificate* can be obtained from http://bangkok.usembassy.gov/immigrant_visas/thaipoliceclearance.html.

❑ **FOREIGN POLICE RECORDS:** Each applicant is required to submit a certificate from the appropriate judicial or police authorities from all countries (except for the United States) where the applicant has resided for twelve months or more since attaining the age of sixteen.

- For countries maintaining national police records, a certificate from the national police or judicial authorities must be submitted.
- For countries not maintaining national police records, a certificate must be obtained from each locality.
- A police certificate must also be obtained from the police authorities of any place where the applicant has been arrested for any reason, regardless of the length of residence.
- Police records from certain countries are considered unobtainable. Follow this link for instructions on how to obtain police certificates from other countries:
<http://travel.state.gov/visa/reciprocity/index.htm>

❑ **COURT AND PRISON RECORDS:** Persons arrested or convicted of a crime for any reason in any country (including the United States) must present a certified copy and an English translation of each court record and any prison record, regardless that the charges were dropped, the applicant was found innocent, or may have benefited from an amnesty, pardon or other act of clemency.

- The section of law which indicates the maximum penalty and an English translation must be submitted along with each court record.

❑ **MARITAL STATUS CERTIFICATE:** Required if you have a child born out wedlock but have not registered the marriage. An example of this form can be downloaded from http://bangkok.usembassy.gov/immigrant_visas/marital_status_cert.html. This letter must be issued by a legal authority (Amphur or Court).

❑ **EVIDENCE OF RELATIONSHIP:** In order to process your case, the officer must be convinced of your relationship with the petitioner. You must bring with you at the time of interview sufficient evidence that you have a legitimate relationship with the person who has petitioned for you, such as photographs, letters, detailed phone records from telephone companies (phone cards not acceptable), e-mails, old household registries and/or any other evidence that demonstrates your relationship with the petitioner over time. Failure to bring these items will delay your case. If the Consular Officer is not convinced of your relationship with the petitioner, he/she may require you to submit further evidence. Your fiancé (e)/spouse is not permitted to be present at the interview.

❑ **APPLICATION FEE:** If your petitioner has not already paid for your visa application and surcharge fees, each applicant should bring **\$404** U.S. dollars to pay these fees. If you are not sure if they have already been paid, you should come prepared to pay the fees for each visa applicant, regardless of age. If you paid the fee in the U.S., you do not need to pay again at the time of the interview. Legally, the Consular Officer cannot interview you until these fees have been paid. The fees are non-refundable even if an applicant is found ineligible to receive a visa. The fees will be paid in U.S. dollars or Thai Baht equivalent at the current official exchange rate **at the Embassy's Cashier at the time of interview**. Credit cards (American Express, Discover, Diners Club, MasterCard and VISA) can also be used.

- **DV Applicants: Applicants applying under the Diversity Visa Program must pay an additional USD\$440 processing fee at the time of interview.**

❑ **MEDICAL EXAMINATION:** See attached *Instructions for Medical Examination*. Do not open the sealed medical examination envelope(s). You should bring the X-ray film with you to the interview.

INSTRUCTIONS FOR MEDICAL EXAMINATION

As part of your application for a visa to enter the United States, you are required to undergo medical examination. The following physicians have received authorization from this Embassy to conduct medical examination of visa applicants. Medical examinations from other physicians besides this list are not acceptable for visa application purpose. The fees listed below are for medical examination only. You are required to pay a separate fee for immunization.

BANGKOK

Bangkok Nursing Home (BNH)

9/1 Convent Road, Silom, Bangkok
Tel. (02) 686-2700

Dr. Kessanee Oralsatheinrakul
Dr. Peter Comer
Dr. Irene Yin-ong Kiatkwankul

Fee: Adults 2,910 Baht
Children (under 15) 1,100 Baht

Bumrungrad Hospital

33 Sukhumvit Soi 3 (Soi Nana Nua), Bangkok
Tel. (02) 667-1000

Dr. Watcharaphong Sae-Chere
Dr. Prapaporn Phimphilai
Dr. Wiwat Wongsirisak

Fee: Adults 2,450 Baht
Children (under 15) 1,050 Baht

CHIANG MAI

Chiang Mai Ram Hospital

8 Boonruangrit Raod, Chiang Mai
Tel. (053) 224-851, 224-861

Dr. Kitti Ratdilokpanich

Fee: Adults 2,000 Baht
Children (under 15) 1,000 Baht

McCormick Hospital

133 Kaewnavarat Road, Chiang Mai
Tel. (053) 921-777

Dr. Uthai Jesadaporn
Dr. Arida Chandacham

Fee: Adults 2,000 Baht
Children (under 15) 1,000 Baht

PLEASE NOTE

You should also take with you records of any major illnesses or immunization to assist the doctors in their assessment.

During your medical examination, you should bring with you to the examining physician:

- Your valid passport
- Three (1 x 1 ½ inches) photographs
- [Medical examination forms](http://bangkok.usembassy.gov/immigrant_visas/medforms.html) (DS2053, DS3024, DS3025 and DS3026) downloadable from http://bangkok.usembassy.gov/immigrant_visas/medforms.html
- Your vaccination records

- All relevant information concerning your medical history:
 - If you are taking any medications, you should know their names and composition.
 - If you currently, or have previously suffered from an illness, major surgery or trauma, or physical or mental disease, please bring the medical history from the doctor or medical institution that treated you.
 - If you are receiving treatment for any of the above, please bring a copy of your medical history, including treatment and medication.

Failure to provide this information during your medical examination will cause your visa process to be delayed. Please remember that the information provided to the doctor is confidential.

IMPORTANT NOTICE TO IMMIGRANT AND K VISA APPLICANTS CONCERNING VACCINATION REQUIREMENTS

United States immigration law requires immigrant and K visa applicants to obtain certain vaccinations (listed below) prior to the issuance of a visa. Panel physicians who conduct medical examinations are now required to verify that visa applicants have met the new vaccination requirement, or that it is medically inappropriate for the visa applicant to receive one or more of the listed vaccinations:

- Acellular pertussis
- Hepatitis A
- Hepatitis B
- Human papillomavirus (HPV)
- Influenza
- Influenza type b (Hib)
- Measles
- Meningococcal
- Mumps
- Pneumococcal
- Pertussis
- Polio
- Rotavirus
- Tetanus and diphtheria toxoids
- Varicella
- Zoster

In order to assist the panel physician, and to avoid processing delays, **all immigrant and K visa applicants** should have their vaccination records available for the panel physician's review at the time of the medical examination. You should consult with your regular health care provider to obtain a copy of your immunization record, if one is available. If you do not have a vaccination record, the panel physician will work with you to determine which vaccinations you may need to meet the requirement. Certain waivers of the vaccination requirement are available upon the recommendation of the panel physician.

Only a physician can determine which of the listed vaccinations are medically appropriate for you, given your age, medical history and current medical condition.